

Office of the Corporation Counsel (CB0)

The mission of the Office of the Corporation Counsel is to conduct all legal business for the District of Columbia, including all suits instituted by and against the government. Due to the District's unique status, which involves aspects of state, county and local government functions, the Office of the Corporation Counsel provides a variety of legal services, including matters typically handled by State Attorneys General, District or State's Attorneys, and City or County Attorneys.

Corporation Counsel	Robert Rigsby
Proposed Operating Budget (\$ in thousands)	\$47,481

Fast Facts

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| <ul style="list-style-type: none"> • The proposed FY 2001 operating budget is \$47,480,600, a decrease of \$844,529 over the FY 2000 budget. There are 513 full-time equivalent positions (FTEs) supported by this budget. • During FY 2000, the Office of Corporation Counsel plans to do the following: <ul style="list-style-type: none"> – Improve the response time for all legal services provided by this office; | <ul style="list-style-type: none"> – Obtain favorable decisions in 75 percent of appellate, trial and administrative actions brought on behalf of or against the District government; – Increase revenue collection through affirmative litigation; and – Increase the number of paternities established and child support orders to improve child support collections. |
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FY 2001 Proposed Budget by Control Center

The basic unit of budgetary and financial control in the District's financial management system is a control center. The Office of the Corporation Counsel is comprised of one control center that serves as the major component of the agency's budget.

FY 2001 Proposed Budget by Control Center

(Dollars in Thousands)

Office of the Corporation Counsel

Control Center

**Proposed
FY 2001
Budget**

1000 OFFICE OF CORPORATION COUNSEL

47,481

CB0 Office of the Corporation Counsel

47,481

Agency Overview and Organization

The Office of the Corporation Counsel has responsibility for conducting all legal business of the District of Columbia, and all suits instituted by and against the government. To accomplish its varied responsibilities, the work of the Office is carried out by 11 major components with two distinct program areas: 1) the Litigation and Legal Service Program and 2) the Child Support Program. These programs support the overall objectives of providing quality legal services to the District government.

The Office of the Corporation Counsel also holds responsibility for administering the Child Support Program. This responsibility was transferred from the Department of Human Services to the Office of the Corporation Counsel in April of 1998. The Child Support Enforcement Division (CSED) provides services to assist families by locating absent parents, establishing paternity, establishing child and medical support orders, reviewing and modifying child support orders, and enforcing delinquent support orders. The program helps many families to get off of welfare, and it keeps many families from turning to welfare.

For children born to unmarried parents, the Office of the Corporation Counsel works to establish paternity so the court can order payments of child support. If payment is not made, enforcement actions – such as attachment of wages or seizure of assets – are taken by this Office.

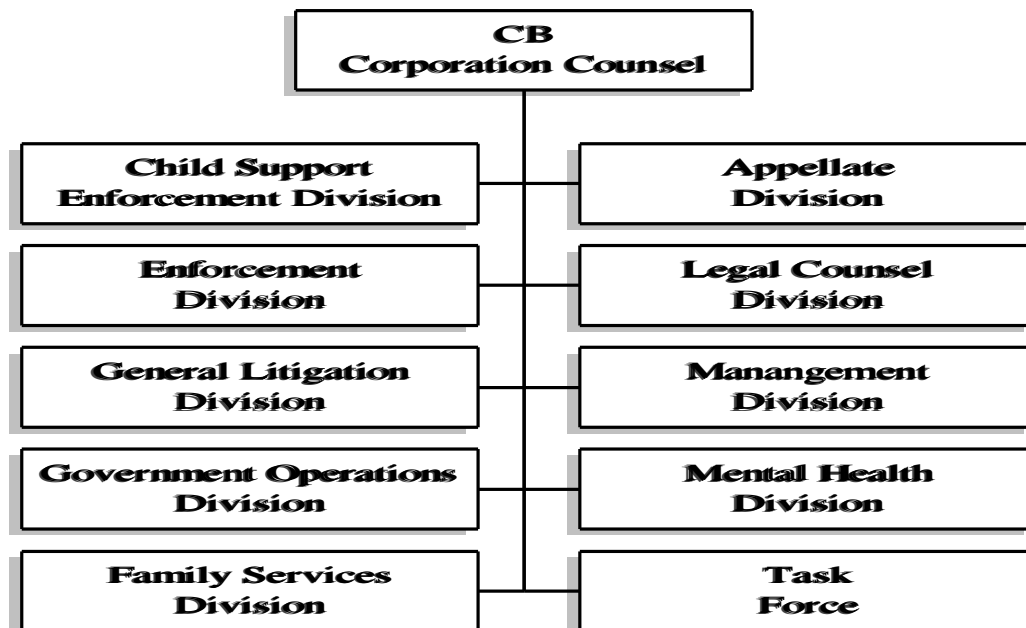
Program Overview

The Office of the Corporation Counsel is responsible for conducting the legal business of the District of Columbia. The Litigation and Legal Services Program is divided into the following subdivisions:

- **Appellate Division.** This division represents the District in all cases where the District appears in an appellate court.
- **Immediate Office.** This office is responsible for policy, guidance, and overall operations of the Office of the Corporation Counsel and includes the Corporation Counsel, Principal Deputy, Senior Counsels, Office of Investigation, and support staff.
- **General Litigation Division.** This division represents the District at the trial level in all tort cases seeking money damages against the District government. General Litigation ensures that persons who make false claims against the District can be held liable and subjected to fines and penalties. This division has been given primary responsibility for investigating false claims and initiating actions in court or allowing private parties to pursue enforcement after investigation in certain circumstances.
- **Operations and Management Division.** This division provides administrative support services in the areas of finance, human resources, facilities, office services, library services, information technology, risk management, and strategic planning.
- **Legal Counsel Division.** This division issues formal opinions and advice to all agencies of the District government, which includes legislative and regulatory reviews.
- **Government Operations Division.** This division provides legal advice, civil and administrative litigation support for essential government activities in specialized areas of practice. These areas include personnel labor relations, procurement, public works, community development, and finance and revenue.

- **Receivership, Major Equity Cases, Environmental Litigation and Public Schools Litigation Task Force.** This taskforce represents the District in major class action equity cases, contract litigation before the Contract Appeals Board (CAB), and special education litigation.
- **Mental Health Division.** This division provides litigation and advisory support to the operations of St. Elizabeth's Hospital and the Commission on Mental Health Services.
- **Family Services Division.** This division provides legal and policy advice on issues affecting families and children, and protects children from abuse and neglect and parents from domestic violence.
- **Enforcement Division.** This division handles criminal prosecution of adult misdemeanants and juvenile delinquents; engages in affirmative, policy-oriented, and revenue-generating civil litigation; and prosecutes welfare and tax fraud.
- **The Child Support Enforcement Division.** This division performs all legal and programmatic functions associated with the District of Columbia's child support program.

The Office of the Corporation Counsel is undergoing a strategic planning and business process reengineering activity to improve service. The organizational structure of the agency may be amended based on the results of this.



FY 2001 Proposed Operating Budget

The Office of the Corporation Counsel operating budget is composed of two categories: (1) Personal Services (PS), and (2) Nonpersonal Services (NPS).

Within the PS budget category are several object classes of expenditure such as regular pay, other pay, additional gross pay, and fringe benefits. Within the NPS budget category are several object classes of expenditure such as supplies and materials, utilities, communications, rent, other services and charges, contractual services, subsidies and transfers, equipment and equipment rental, and debt service.

Authorized spending levels present the dollars and related full-time equivalents (FTE) by revenue type. Revenue types include: Local (tax and non-tax revenue not earmarked for a particular purpose); Federal (revenue provided by the federal government to support federally established programs or grants for a particular purpose); Private and Other (charitable contributions and fees from fines, etc); and Intra-District (payments for services provided by one District agency to another District agency).

FY 2001 Proposed Operating Budget

(Dollars in Thousands)

Office of the Corporation Counsel

Object Class	FY 1999 Unaudited	Budget FY 2000	Proposed FY 2001	Variance				
Regular Pay -Cont. Full Time	15,904	20,580	21,188	608				
Regular Pay - Other	1,786	6,050	4,549	-1,502				
Additional Gross Pay	262	236	237	1				
Fringe Benefits	2,487	4,020	4,038	19				
Unknown Payroll Postings	0	0	0	0				
Subtotal for: Personal Services (PS)	20,439	30,886	30,012	-874				
Supplies and Materials	93	216	216	0				
Utilities	172	682	682	0				
Telephone, Telegraph, Telegram	173	412	412	0				
Rentals - Land and Structures	0	79	109	29				
Other Services and Charges	2,087	2,434	2,434	0				
Contractual Services - Other	10,233	10,607	10,607	0				
Subsidies and Transfers	219	2,500	2,500	0				
Equipment and Equipment Rental	308	509	509	0				
Subtotal for: Nonpersonal Services (NPS)	13,283	17,439	17,469	29				
Total Expenditures:	33,722	48,325	47,481	-845				
Authorized Spending Levels by Revenue Type:								
	FTEs	Dollars	FTEs	Dollars	FTEs	Dollars	FTEs	Dollars
Local	266	22,403	297	28,801	297	28,076	0	-725
Federal	77	8,469	180	13,554	180	13,760	0	206
Other	3	1,913	12	4,070	12	3,788	0	-282
Intra-District	55	936	24	1,900	24	1,857	0	-43
Total:	401	33,722	513	48,325	513	47,481	0	-845

Agency Funding Summary

The proposed FY 2001 operating budget *for all funding sources* is \$47,480,600, a decrease of \$844,529 or 1.7 percent, from FY 2000 approved budget. The Office of the Corporation Counsel receives 59.0 percent of its funding from local, 29.0 percent from federal, 8.0 percent from Other, and 4.0 percent from intra-District sources. There are 513 full-time positions supported by this budget.

- **Local.** The proposed *local* budget is \$28,076,157, a decrease of \$725,056 from the FY 2000 budget. Of this decrease, (\$754,496) is in personal services, and \$29,440 is in nonpersonal services. There are 297 full-time positions funded by local sources.

The change in personal services is comprised of:

- (\$896,616) decrease in Object Class 11 (regular pay).
- 223,442 increase in Object Class 12 (regular pay-other).
- (\$81,322) decrease in Object Class 14 (fringe benefits).

The change in nonpersonal services is comprised of:

- \$29,440 increase for Object Class 30 (rent) costs based on Office of Property Management estimates.

- **Federal.** The proposed *federal* revenue budget is \$13,759,737, an increase of \$205,811 over the FY 2000 budget. The entire increase is in personal services. There are 180 full-time positions funded by federal sources.

The change in personal services is comprised of:

- \$772,949 increase for Object Class 11 (regular pay).
- (\$632,549) decrease for Object Class 12 (regular pay - other).
- \$65,411 increase for Object Class 14 (fringe benefits).

- **Other.** The proposed *Other* revenue budget is \$3,787,828, a decrease of \$282,271, from the FY 2000 budget. The entire decrease is in personal services. There are 12 full-time positions funded by Other sources.

The change in personal services is comprised of:

- (\$397,841) decrease for Object Class 12 (regular pay – other).
- \$738 increase for Object Class 13 (additional gross pay).
- \$114,832 increase for Object Class 14 (fringe benefits).

- **Intra-District.** The proposed *intra-District* budget is \$1,856,878, a decrease of \$43,103 from the FY 2000 budget. The entire decrease is in personal services. There are a total of 24 full-time positions funded by intra-district sources.

The change in personal services is comprised of:

- (\$43,103) decrease is a result of reduced salary projections for the agency using the first pay period in FY 2000.

Classification Codes

Occupational Classification Codes (OCC) are used by federal agencies like the Bureau of Labor and Census Bureau, as a way of classifying workers into eight major occupational categories for the purpose of collecting, calculating, or disseminating data. The Office of the Corporation Counsel's workforce is divided among six occupational classification codes.

Agency FTEs by Occupational Classification Code

OC Code	FTEs in FY 2001
Official/Administrative	38
Professional	328
Technical	8
Protective Services	0
Paraprofessionals	53
Office/Clerical	85
Skill Craft Worker	0
Service Maintenance	1
Total	513

FTE Analysis

Agency FTEs by Occupational Classification Code

The Office of the Corporation Counsel is a legal service agency. Of the total FTEs, 64 percent are Professional, Services. 17.0 percent are Office/Clerical, 10 percent are Paraprofessional, 7 percent are Office/Administrative, 2 percent are Technical, and less than one percent are Service Maintenance.

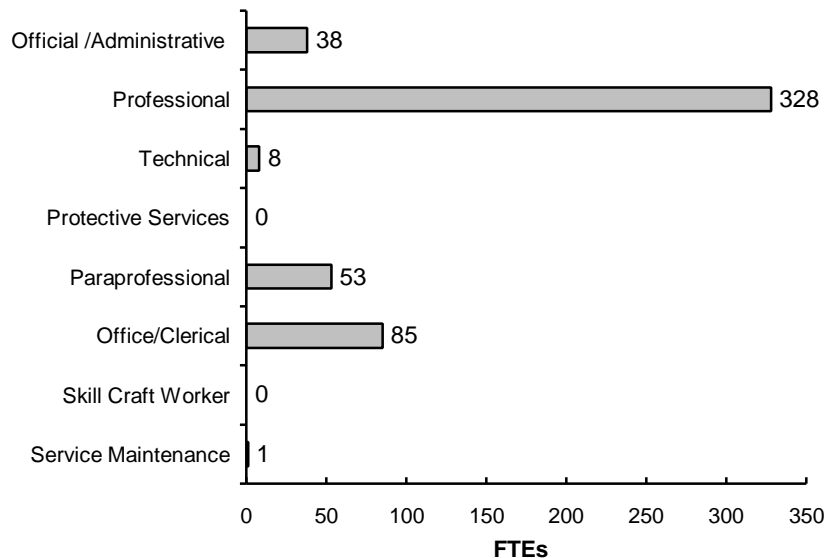
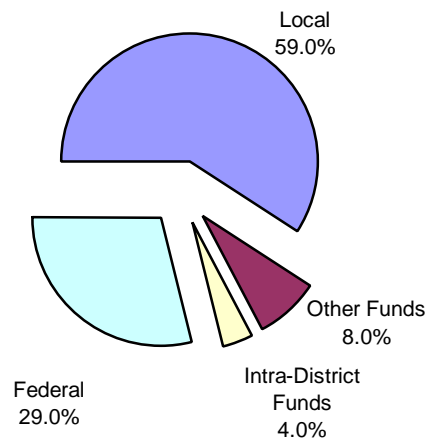


Figure 1

**Of the total
Proposed FY 2001
Operating Budget,
59 percent is Local.**

*Federal funds are 29 percent,
Other funds are 8 percent, and
intra-District funds are 4
percent of the total budget.*

**Figure 2**

**FY 2001 Proposed
Budget Includes an
Decrease for PS and
an Increase for NPS**

*Personal Services decreased by
2.8 percent, from \$30.9 million
in FY 2000 to \$30.0 million in
FY 2001.*

*Nonpersonal services increased
by less than 1 percent, from
\$17.4 million to \$17.5 million
due to an increase in rent.*

